

IC 33-32-2

Chapter 2. General Powers and Duties

IC 33-32-2-1

Clerks in counties with multiple courts

Sec. 1. In a county having one (1) or more superior courts or a county, municipal, or probate court, the clerk shall serve as clerk of the superior, county, and probate court as well as clerk of the circuit court.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-2

Election; term

Sec. 2. A clerk of the circuit court shall be elected under IC 3-10-2-13 by the voters of each county. The term of office of a clerk is four (4) years, continuing until a successor is elected and qualified.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-3

Bond

Sec. 3. In the manner prescribed by IC 5-4-1, the clerk of each county shall execute a bond conditioned upon:

- (1) the faithful discharge of the duties of the clerk's office; and
- (2) the proper payment of all money received by the office of the clerk.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-4

Clerk's office

Sec. 4. (a) The board of county commissioners shall provide the clerk with an office at the county seat in a building provided for that purpose.

(b) The clerk shall keep the office open on every day of the year except on Sundays and legal holidays. However, the clerk:

- (1) shall keep the office of the clerk open on those days and times necessary for the proper administration of the election statutes; and
- (2) may close the office on those days that the judge of the circuit court orders the court closed in accordance with the custom and practice of the county.

(c) Any legal action required to be taken in the office of the clerk during the time the office is closed under this section may be taken on the next following day the office is open.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-5

Administering of oaths

Sec. 5. A clerk may administer all oaths.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-6**Duties concerning elections**

Sec. 6. A clerk shall carry out the duties prescribed for a clerk in IC 3 concerning elections.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-7**Table of fees**

Sec. 7. A clerk shall post in a conspicuous place in the clerk's office a table of the clerk's fees. If a clerk fails to post a table of fees, a clerk may not demand or receive fees for services rendered.

As added by P.L.98-2004, SEC.11.

IC 33-32-2-8**Purchase of judgment, decree, or allowance prohibited**

Sec. 8. The clerk may not become the purchaser of any judgment, decree, or allowance of any court of which the clerk is an officer. All these purchases are void as to the purchaser.

As added by P.L.98-2004, SEC.11.